

# Notice Addendum



## Identification

Reference Number: 22034026  
 Title: Emergency Roof Repairs - Executive Mansion, Office of the Governor

Agency Reference Number: 735-020-037  
 Agency: CDB - Capital Development Board  
 Purchasing Agency: CDB - Capital Development Board  
 Purchasing Agency SPO: Ken Morris

Date First Offered: 06/30/2014  
 Status: Published

## Overview

### Description and Specifications:

This addendum notice provides the emergency affidavit that supports this purchase.

## Key Information

Notice Type: Emergency Procurement

Notice Stage: Notice of Intent

Does this addendum add/or change vendor(s) information? (i.e. vendor name/address, contact information, and/or award amount, etc.)? No

Published: 07/01/2014

Notice Expiration Date: 07/21/2014

Emergency Justification: Due to the age (over 44 years old) and deterioration of the roof, heavy rains have caused sufficient roof damage to allow water leaks into the building, causing damage to interior room ceilings, walls. Further water leaks may lead to further damage, including floors and mold.

The roofs at the Governor's Executive Mansion and Carriage House were set to be replaced this summer under CDB project 735-020-036; however, after bid opening (1/24/2014) - CDB has placed the project on hold - without explanation.

Immediate repairs are necessary to prevent further damage to the interior of the buildings.

Accordance with Admin Rule: Protect against further damage to state property

Professional & Artistic: No

Small Business Set-Aside: No

Does this solicitation contain a  
BEP or DBE requirement?: No

Does this solicitation contain a  
Veteran requirement? No

Relevant Category: Facilities

Total Amount of Award: \$40,000.00 (Total Dollar Value Only/Includes Any Renewal Options)  
Estimated/Actual Value Estimated costs for labor and material to patch/repair roofs of  
Description: the Governor's Mansion and Carriage House is under  
\$40,000.00.

Length of Initial Term: 3  
Contract Begin Date: 06/30/2014  
Contract End Date: 09/27/2014  
Renewal Terms: 0

#### Bidder(s)

Number of Responding Bidders: 0  
Number of Unsuccessful Responsive Bidders: 0  
Total Number Awarded: 0

Listing of All Bidders/Offerors Considered But Not Selected:

n/a

Source Selection: <Select Source Method>

#### Vendor(s) Selected for Award

No vendor information to display.

#### Notice Contact

Name: Ken Morris  
Street Address: 401 S Spring St, Room 318  
City: Springfield  
State: IL  
Zip Code: 62706  
Phone: 217-558-2185  
Fax Number: 217-782-2164  
Email Address: Ken.Morris@Illinois.gov

#### Class Code

Class Codes: S210 Construction Services

Notify Type: Send email to selected Class Codes only

#### Attachments

To download file(s), click on filename(s) located below. Not all Notice Addendums will have files to download.

File Attachments:

- 735-020-037 Affidavit 070114.pdf (125486 Bytes)

## EMERGENCY PURCHASE AFFIDAVIT

Reference # 735-020-037

Chief Procurement Officer (CPO) making a procurement under Illinois Procurement Code (30 ILCS 500/20-30) shall file affidavit with Procurement Policy Board and Auditor General within 10 days.

Agency: Capital Development Board Division: \_\_\_\_\_

Address: 401 South Spring Street

City: Springfield State: IL Zip: 62706

Vendor #1: Henson Robinson Company

Address: 3550 Great Northern Avenue

City: Springfield State: IL Zip: 62711

State of Illinois )  
: SS

County of Sangamon

I, Gus Behnke being duly sworn, solemnly swear and affirm that I am Chief Fiscal Officer.

I have authorized the emergency procurement in accordance with standards as established by law and rule in fulfillment of the emergency purchase affidavit provisions of Illinois Procurement Code [30 ILCS 500/20-30] as follows.

- ☐ Involving threat to public health or public safety.  
☒ Immediate expenditure is necessary for repairs to State property to protect against further loss of or damage  
☐ To prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues.  
☐ To insure integrity of State records  
☐ Quick purchase as provided by Section 20-30 (d) of the Illinois Procurement Code

The conditions and circumstances requiring this emergency purchase, including reason for selection of the particular contractor are:

The roofing systems on the Executive Mansion and Carriage House have considerable leaks that are jeopardizing the interior of the facility. Immediate patching is necessary in order to protect against further loss or damage, until which time permanent replacement can take place.

Vendor #1 has been selected to provide materials and labor to patch all known leaks at the Executive Mansion and Carriage House, in consultation with CDB. Vendor #1 was chosen because of their availability and proximity to the site and positive work history and capability to attend to the roofing repairs.

(Continue on next page if necessary)

Vendor #1 Expected Start Date: 06/30/2014 Expected End Date: 09/27/2014

Extension of previous emergency purchase: ☐ Yes or ☒ No

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description.

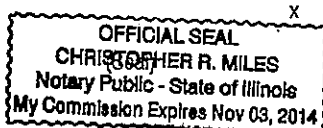
Amount of this expenditure is: \$ \_\_\_\_\_ ☐ Actual or \$ 40,000.00 ☒ \*Estimated

\*When only an estimate of cost is available, the actual cost shall be reported immediately after it is determined.

I am duly authorized to make this affidavit. I know and understand the contents of this affidavit and all statements herein are true and correct. This affidavit is made pursuant to and in fulfillment of the requirements of Illinois Procurement Code [30 ILCS 500/20-30].

Gus Behnke  
Signature of Affiant

Subscribed and sworn before me this 1st day of July 20 14.



Christopher R. Miles  
Notary Public

My Commission expires: 11/3/14

Section 20-30. Emergency purchase

(a) Conditions for use. In accordance with standards set by rule, a purchasing agency may make emergency procurements without competitive sealed bidding or prior notice when there exists a threat to public health or public safety, or when immediate expenditure is necessary for repairs to State property in order to protect against further loss of or damage to State property, to prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues, or to ensure the integrity of State records; provided, however, that the term of the term of the emergency purchase shall be limited to the time reasonably needed for a competitive procurement, not to exceed 90 days. A contract may be extended beyond 90 days if the chief procurement officer determines additional time is necessary and that the contract scope and duration are limited to the emergency. Prior to the execution of the extension, the chief procurement officer must hold a public hearing and provide written justification for all emergency contracts. Members of the public may present testimony. Emergency procurements shall be made with as much competition as is practicable under the circumstances. A written description of the basis for the emergency and reasons for the selection of the particular contractor shall be included in the contract file.

(b) Notice. Notice of all emergency procurements shall be provided to the Procurement Policy Board and published in the online electronic Bulletin no later than 3 business days after the contract is awarded. Notice of intent to extend an emergency contract shall be provided to the Procurement Policy Board and published in the online electronic Bulletin at least 14 days before the public hearing. Notice shall include at least a description of the need for the emergency purchase, the contractor, and if applicable, the date, time and location of the public hearing. A copy of this notice and all documents provided at the hearing shall be included in the subsequent Procurement Bulletin. Before the next appropriate volume of the Illinois Procurement Bulletin, the purchasing agency shall publish in the Illinois Procurement Bulletin a copy of each written description and reasons and the total cost of each emergency procurement made during the previous month. When only an estimate of the total cost is known at the time of publication, the estimate shall be identified as an estimate and published. When the actual total cost is determined, it shall also be published in like manner before the 10th day of the next succeeding month.

(c) Affidavits. A chief procurement officer making a procurement under this Section shall file affidavits with the Procurement Policy Board and the Auditor General within 10 days after the procurement setting forth the amount expended, the name of the contractor involved, and the conditions and circumstances requiring the emergency procurement. When only an estimate of the cost is available within 10 days after the procurement, the actual cost shall be reported immediately after it is determined. At the end of each fiscal quarter, the Auditor General shall file with the Legislative Audit Commission and the Governor a complete listing of all emergency procurements reported during that fiscal quarter. The Legislative Audit Commission shall review the emergency procurements so reported and, in its annual reports, advise the General Assembly of procurements that appear to constitute an abuse of this Section.

(d) Quick purchases. The chief procurement officer may promulgate rules extending the circumstances by which a purchasing agency may make purchases under this Section, including but not limited to the procurement of items available at a discount for a limited period of time. (Source: P.A. 90-572, eff. date - See Sec. 99-5.)

For continuation if necessary:

Reference # 735-020-037

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## Emergency Memorandum

To: Capital Programs

Capital Development Board

From: DAVID H. BOURLANDDate: June 26, 2014

Subject: Emergency Purchase Request

The \_\_\_\_\_ is requesting that the Capital Development Board take action to procure, on an emergency basis, one or more contracts to address an emergency need of the State.

This situation meets the following condition(s) for use as set forth in 30 ILCS 500/20-30:

☒ There exists a threat to public health or public safety.

☒ Immediate expenditure is necessary for repairs to State property in order to protect against further loss or damage.

☒ It is necessary to prevent or minimize serious disruption in critical State services that affect health, safety, or the collection of substantial state revenues.

☐ It is necessary to insure the integrity of State records.

Specific justification for the emergency conditions listed above are as follows:

(Please attach relevant documentation)

Please describe the emergency. Attach additional sheets as needed.

I am David Bourland, Curator Executive Mansion  
(Please give official title and office.) Office of the Governor

Emergency Memorandum

June 26, 2014

There exists a threat to public health or public safety.

With the damage to the mansion roof, and water leaking throughout the mansion, we have black mold in the basement. During heavy rains we have standing water in the ground floor hallways and standing water in the womens public bathroom.

Immediate expenditure is necessary for repairs to State property in order to protect against further loss of damage.

The leaking of the mansion roof has caused damage to the ceilings and walls. We have large sections of the ceiling plaster falling and the water is coming through the ceilings onto the floors. The damage is getting worse with every rain.

It is necessary to prevent or minimize serious disruption in critical State services that affect health, safety, or the collection of substantial state revenues.

If the repairs are not made to the roof, the mansion will have to suspend public tours during times of heavy rain due to standing water in the public areas. If the black mold is not removed, the mansion may not be useable to the public or the Governor for events, and may not be safe as a work place for the mansion staff. Historic furniture has already been moved to the State Museum collections center for safe keeping. More furniture may have to be moved.



David Bourland

Curator, Executive Mansion

Office of the Governor